

**CITY OF SANTA BARBARA  
AIRPORT COMMISSION**

**M I N U T E S**

**CALL TO ORDER**

The Meeting on Wednesday, January 18, 2012 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**ROLL CALL**

Airport Commissioners:     **John Clark**  
                                      **Chris Colbert**  
                                      **William Gilbert**  
                                      **Kirk Martin**  
                                      **Bruce Miller**  
                                      **Scott Tracy**  
                                      **Patricia Griffin**

Staff:                             **Karen Ramsdell**, Airport Director  
                                      **Hazel Johns**, Assistant Airport Director  
                                      **Tracy Lincoln**, Airport Operations Manager  
                                      **Rebecca Fibley**, Sr. Property Management Specialist

**PUBLIC COMMENT**

1.     No one wished to speak.

**NOTICES**

2.     That the regular Airport Commission meeting scheduled for Wednesday, December 16, 2011 was cancelled.
3.     That on Friday, January 13, 2011 at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

**ACTION:**     Presented.

**MINUTES**

4.     SUBJECT:     MINUTES

RECOMMENDATION:     That Commission waive the reading and approve the minutes of the meeting of Wednesday, November 16, 2011.

**ACTION:**     Motion/Second for approval of the minutes by Commissioners Griffin/Gilbert.  
                         Unanimous voice vote (Absent: Commissioner Colbert).

## **CONSENT CALENDAR**

### **LEASE AGREEMENTS - New Tenants**

5. SUBJECT: LEASE AGREEMENT – PAC NET, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute month-to-month Lease Agreements with Pac Net, Inc., a California Corporation, at the Santa Barbara Airport, effective January 1, 2012, for:

- A. 5,000 square feet of land at 6105-C Francis Botello Road, for a monthly rental of \$750; and
- B. 144 square feet of Building 258 at 629-H Norman Firestone Road, for a monthly rental of \$179, exclusive of utilities.

*Approved the recommendation; Agreement No. 201201*

6. SUBJECT: NOVEMBER AND DECEMBER PROPERTY MANAGEMENT REPORTS

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

**ACTION:** Motion/Second for approval of the consent calendar by Commissioners Griffin/Gilbert. Unanimous voice vote (Absent: Commissioner Colbert).

***Commissioner Colbert entered the meeting at 7:03 p.m.***

### **LIAISON REPORTS**

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

**ACTION:** Presented.

### **ADMINISTRATIVE REPORTS**

7. SUBJECT: T-HANGAR LOTTERY APPLICANTS

RECOMMENDATION: That Airport Commission receive a status report on the Airport T-Hangar waiting list.

**ACTION:** Presented.

8. SUBJECT: AIRPORT MASTER PLAN PROCESS

RECOMMENDATION: That Airport Commission review and recommend approval of the Draft Guiding Principles of the Santa Barbara Airport Master Plan.

**ACTION:** Motion/Second for approval of the Draft Guiding Principles of the Santa Barbara Airport Master Plan by Commissioners Miller/Martin. Unanimous voice vote.

## **COMMISSION MATTERS**

### 9. SUBJECT: ELECTION OF OFFICERS AND SUB COMMITTEE ASSIGNMENTS

RECOMMENDATION: That Commission elect a Chair, Vice-Chair, and make sub committee assignments.

**ACTION:** By consensus, Commissioners Clark and Tracy were appointed Chair and Vice-Chair, respectively. Unanimous voice vote.

The sub committees remain unchanged.

## **DIRECTOR'S REPORT**

10. A. Airport Operations
- Passenger Count
  - Aircraft Operations
  - Air Freight
- B. Programs
1. Air Service
  2. Communications Program
  3. Master Plan RFQ
  4. Property Management
  5. Airline Terminal Public Arts Program
  6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project
- D. Council Actions

**ACTION:** Presented.

## **ADJOURNMENT**

7:33 p.m., on order of Chair Martin.

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Karen Ramsdell, Airport Director

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Rebecca Fribley, Recording Secretary